

BALTIMORE CITY PUBLIC SCHOOLS

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Frequently Asked Questions

How do I become a principal in City Schools?

All applicants are required to submit their application in the iRecruitment system. Once your application is submitted it will be reviewed by the Office of Human Capital to determine if you meet the qualifications for Phase II which is the Assessment process. Once you complete the assessment process you will be placed in the principal pool and will be notified of specific school opportunities as they become available. Your assessment experience may vary if you apply to a charter school or a school partnered with an operator. Please visit Baltimore City Public Schools website (click on About Us → Careers) to learn more about the exact application and selection process, and to apply.

How and when will I be notified that my application has been accepted?

You will automatically receive an email to let you know that your application has been received when you submit your application online. Once your application is received, please allow the Office of Human Capital five business days to process. Within five business days, you will receive communication directly from the Office of Human Capital about the status of your application. You may also log into your iRecruitment account to check on the status of your application at any time.

Why is the process changing?

The new principal selection process refines our identification of the strongest talent to lead the district's priority of dramatically improving student achievement. We have added an assessment day to screen for core competencies that are critical for school leadership in City Schools. In addition, all community panels will be required to interview and make recommendations for hire to the City Schools leadership team. Please note: The community panel process may vary for charter schools.

What does the assessment day look like?

The Competency Assessment Day is a day-long event. The first part of the event includes a data analysis exercise that affords potential candidates the opportunity to showcase how they use data to inform practice. The second part of the event will allow the candidates to demonstrate their instructional leadership skills by observing and debriefing a teaching sample. The day concludes with a one hour, thirty minute interview with a panel of various school-based and non-school-based district staff.

What kinds of criteria are used to make selection decisions?

All candidates are evaluated using rubrics that align with the Interstate School Leaders Licensure Consortium (ISLLC) Standards as well as the behaviors and experience we are looking for all candidates to have. Each candidate will be assessed on the following components:

- **Strategic Management**
- **Beliefs and Orientation**
- **Leadership**
- **Teaching and Learning**

For more information about each of these components (including the district's definition for each), please consult the job description by logging into your i-Recruitment account.



Who is part of the Competency Assessment Day?

There are school-based, central office, retired administrators , and other critical internal/external partners that participate in the evaluation of candidates on the Competency Assessment Day.

Will I need to bring any materials to the Competency Assessment Day?

You will not be required to bring anything to the day of the event. All materials (including paper, technology, pens, etc) will be provided to you by the Office of Human Capital.

How shall I prepare for the Competency Assessment Day?

You should reflect upon the concrete evidence in your past experience that demonstrates how you meet each of the competencies that City Schools is looking for in its school leaders (noted in the job description). Additionally, as is important for with any job interview, it would also be in your best interest to reflect back upon your career and truly assess why this position is an excellent fit for you.

Where is the Competency Assessment Day held?

All Competency Assessment Days will be held at Digital Harbor High School. Exact room locations and directions will be provided to those applicants who are invited to the Competency Assessment Day.

I'm a current principal and do not anticipate moving to another school. Will I need to participate in this selection process if I want to remain at my school?

No, the new selection process only targets those new to the school system or those sitting principals who wish to assume a new school leadership position.

I'm a current principal and I want to change schools. Do I need to participate in this selection process?

Yes, the new selection process is for new school leader applicants and sitting principals who seek a leadership position in another school.

If I go through this new process this year and then 2 years from now, I want to consider another principal position at another school, do I have to go through this selection process again?

Yes. Once you qualify for the pool, the pool would only be active for up to two years. It is important to understand that we are constantly re-evaluating our systems to ensure that we select the most high-quality school leaders for each of our schools given the current conditions of City Schools. Frequently revisiting our recruitment and selection strategy is extremely important to remain current with the needs of the district.

Is there a salary differential between the Turnaround Principal and a traditional principal?

Yes. Each position requires a slightly different subset of skills and dispositions. Staff at Turnaround schools will be compensated to ensure compensation is directly linked to student outcomes. Please click here to see the current list of Expanding Great Option schools who seek turnaround principals

Who should I contact if I have questions?

Please contact Ms. Stacey Summers, the Manager of Central Recruitment and Staffing at ssummers01@bcps.k12.md.us or 443-642-6524. She or one of her staff members will be able to assist you promptly.